

**GALLATIN LOCAL WATER QUALITY DISTRICT
MEETING MINUTES
March 6, 2008**

BOARD MEMBERS PRESENT:

Sherwin Leep, Chair
Tim Ford, Vice-Chair
Steve White, Secretary
CB Dormire – Co. Planning Board Liaison
Mark Criner
Bill Hunt
Kaaren Jacobsen (9:45-9:50)

GLWQD STAFF PRESENT:

Alan English, Manager
Julie Lanham, Administrative Assistant
Baker Lyon, Project Assistant

BOARD MEMBERS ABSENT/EXCUSED

El Bennett-absent
Kathy Gallagher-excused
Kaaren Jacobsen-excused
Manhattan At-Large representative (vacant)

PUBLIC AND GUESTS

None

I. CALL TO ORDER

Sherwin called the meeting to order at 8:20 a.m.

II. APPROVAL OF FEBRUARY 2008 MEETING MINUTES

The minutes of the February Board meeting were reviewed and discussed. Regarding the motion made by the Board to authorize Alan to spend \$1,700 to have four additional well sites surveyed (page four), Alan inquired if CB had in fact seconded the motion. CB said he did not. The minutes will be changed to reflect that Sherwin seconded the motion.

Tim made a motion to approve the February 2008 minutes as drafted, including the above mentioned edit. Mark seconded the motion. Motion passed as follows:

ROLL CALL

Sherwin Leep – For
Tim Ford – For
Steve White – For

Mark Criner – For
Bill Hunt – For

III. PUBLIC COMMENT

There was no public comment.

IV. STAFF UPDATE

Alan read through the Staff Update for the Board members.

Tim Ford has accepted a position on the East Coast which will begin June 1. His position on the Board will need to be filled at that time.

We have received 25 applications for the Water Quality Specialist position, and that posting has now been closed. Alan is reviewing applications and interviewing will begin once Tammy has returned from sick leave.

Steve inquired about the subject of changing district boundaries as he was not present at the last meeting when this was discussed. Alan explained there continues to be interest from communities that don't currently fall in the District's boundaries to be included, and that after discussion at the last Board meeting it was felt we should check into expanding the boundaries to include all of Gallatin County. Staff will put together information on the number of fee-assessed units that would be incorporated into an expanded boundary, and draft a work plan for the new areas. Once that has been put together Alan will bring it to the commissioners for their approval, then the GLWQD Board for their approval.

The contract between Montana Department of Environment Quality and the Flathead Conservation District for the riparian buffer education campaign has been approved, and production of the PSAs will begin soon.

The past three weeks Alan and Baker have been purging wells and collecting water samples for the River Rock area ground water assessment. We have not previously been able to monitor dissolved oxygen, and there is a big difference in samples taken above the lagoon and samples taken below the lagoon. Five complete samples have been collected both above and below the lagoon. Duplicates have been taken on more than 10% of the samples. Alan indicated a preliminary report should be ready by early May, and quarterly samples will be taken thereafter based on isotope levels of 4 or greater.

Steve inquired about the depth of the North 19th Street monitoring well, and Alan indicated it is nine feet below ground. Alan said this would be a good teaching well because of its location and accessibility. MGMG created a data entry site for well information on GWIC, and Alan indicated the October and January data has all been entered into that spreadsheet. The spreadsheet on GWIC shows the wells and information in monitoring order.

V. LONG-TERM GROUND WATER MONITORING PLAN

The draft of a long-term ground water monitoring plan was reviewed. There are no budget changes from the last draft. The focus of GLWQD is on good water quality data versus water right issues. This plan will be a work in progress which we will adjust as we go along.

Steve asked Alan the cost attached to drilling additional wells. Alan indicated the cost is \$70/foot. Steve wondered if this wouldn't be something that individuals or organizations would want to sponsor.

Tim inquired about an action plan if contamination is found. Alan will add language to section "I. Adoption" that would include advising Montana DEQ of such a situation. The Board approved the plan without seeing this verbiage.

Steve made a motion that the Board approve the Gallatin Local Water Quality District Long-Term Ground Water Monitoring Plan as drafted, including the above mentioned edit. Tim seconded the motion. Motion passed as follows:

ROLL CALL Sherwin Leep – For Mark Criner – For
 Tim Ford – For Bill Hunt – For
 Steve White – For

VI. BOZEMAN SOLVENT SITE DRAFT LETTER

The draft of the letter to Richard Oppen, the Director of Montana DEQ, regarding the Bozeman Solvent Site, was reviewed. If approved by the GLWQD Board this letter will then be sent to the Board of Health for their review and Barbara Vaughn's signature. Once that has been accomplished the signed letter will be sent to Mr. Oppen.

Steve asked that all the state legislatures that serve Gallatin County be added to the carbon copy list at the end of the letter, including their titles but excluding their addresses.

Tim made a motion that the Board approve the Bozeman Solvent Site Letter as drafted, including the above mentioned edit. Steve seconded the motion. Motion passed as follows:

ROLL CALL Sherwin Leep – For Mark Criner – For
 Tim Ford – For Bill Hunt – For
 Steve White – For

VII. POLICY ON PUBLIC ACCESS TO DATA

Alan's draft policy was reviewed and discussed. All data and other information in the possession of GLWQD will be made available to the public in accordance with Montana Statutes, however to provide reasonable protection of privacy GLWQD will not distribute information it collects that contains names, or contact information, including phone numbers and e-mail addresses, to the public without their consent.

Steve asked that Alan have the County Attorney review the policy as drafted.

Steve made a motion to approve the Gallatin Local Water Quality District Public Distribution of Data Policy as drafted, subject to review by the County Attorney. Tim seconded the motion. Motion passed as follows:

ROLL CALL Sherwin Leep – For Mark Criner – For
 Tim Ford – For Bill Hunt – For
 Steve White – For

VIII. POLICY FOR STAFF SPENDING AUTHORIZATION

A draft Staff Spending Authorization Policy was reviewed and discussed by the Board. As drafted, the District Manager, and staff under the direction of the District Manager, is authorized to make purchases up to \$1,000 without prior Board approval. Purchases in excess of \$1,000 must be approved by the Board either as part of the approved annual budget, as part of an approved special project budget, or on a case-by-case basis by a simple majority passage of a motion at a regularly scheduled meeting, or by approval via e-mail between meetings.

Sherwin asked Alan to check with the County Attorney to see if e-mail or phone approval is acceptable. Alan will follow-up with the County Attorney and edit the draft as appropriate. The policy will be reviewed again at the next meeting.

IX. OTHER BUSINESS

Alan will be out of the office from April 21st through May 9th. This will overlap with the normal Board meeting date of May 1st. The Board will decide at the April meeting if the May Board meeting should be rescheduled, or cancelled.

Sherwin thanked Tim Ford for his service to the Gallatin Local Water Quality District Board of Directors.

Alan mentioned that as part of the previous discussion regarding the draft data distribution policy that staff will also modify the Property Access Permission cards that homeowners sign to allow staff to conduct field work. The cards will clearly state that information collected will be available to the public.

The meeting was adjourned at 9:50 a.m.

X. AGENDA FOR NEXT MEETING

Staff Update
County Budget
Extension of District Boundaries
Policy for Staff Spending Authorization

Respectfully Submitted,

Sherwin Leep, Vice Chair

Date

Steve White, Secretary

Date

Alan English, District Manager

Date